

PHILIPPINE DEPOSIT INSURANCE CORPORATION
Makati City

MEMORANDUM

FOR : The President *9/24*
THRU : The Senior Vice President, CSS *an*
FROM : The Vice President, ASG
SUBJECT : **2016 Annual Procurement Plan (APP) in New Format**
DATE : September 22, 2016

ACTION REQUESTED

For signature

BACKGROUND

1. PDIC submitted the 2016 APP to the Government Procurement Policy Board (GPPB) on December 16, 2015 as APP for 2016 is due in the first month of the succeeding year (Annex A).
2. On September 20, 2016, the GPPB required resubmission of PDIC's 2016 APP using the revised GPPB format per GPPB Circular 07-2015 dated July 16, 2015.
3. Deadline for submission of said APP using the revised format is on September 26, 2016.
4. Updates/Supplemental APPs in 2016 are already in the revised GPPB format.

Thank you.

Nina
NINA NOREEN A. JACINTO

9-23-16 PPD #2

PDIC - OP	
Received by: <i>Jany</i>	
Date: SEP 26 2016	Time: <i>9:02 AM</i>
"Committed to Serve" #3	

9/23-2



PHILIPPINE DEPOSIT INSURANCE CORPORATION

ADMINISTRATIVE SERVICES GROUP

September 23, 2016

GOVERNMENT PROCUREMENT POLICY BOARD

Unit 2506 Raffles Corporate Center
F. Ortigas, Jr. Avenue, Pasig City

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16 SEP 26 P 4:43

Gentlemen:

With regard to your letter dated August 26, 2016, received by our office on September 20, 2016, we are resubmitting a hard copy of the Annual Procurement Plan (APP) for 2016 of the Philippine Deposit Insurance Corporation in the prescribed format per GPPB Circular No. 07-2015 dated July 16, 2015. PDIC's 2016 APP presented in your previous format was submitted to your office on December 16, 2015.

Thank you.

Very truly yours,

NINA NOREEN A. JACINTO
Vice President



PHILIPPINE DEPOSIT INSURANCE CORPORATION

ADMINISTRATIVE SERVICES GROUP

September 23, 2016

GOVERNMENT PROCUREMENT POLICY BOARD

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DATE

16 SEP 25 11:43

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Very truly yours,


NINA NOREEN A. JACINTO
Vice President

PHILIPPINE DEPOSIT INSURANCE CORPORATION
ANNUAL PROCUREMENT PLAN FOR CY 2016

Code (PAP)/ COB Schedule	Procurement Program /Project	PMO / End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post'of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2	Personnel Benefits (Service Awards, Praise Awards, Loyalty Memorabilia, Corporate Incentives) and Other Awards	HRAD	Public Bidding/ Negotiated Small Value	2nd and 4th quarter				COB	3,122,600.00			pins, rings, neckiace for service awardees (personal services)
3	Travel Expenses (local)	Various	Negotiated Small Value	January to December				COB	22,901,040.00	22,901,040.00		
4	Travel Expense (foreign)	Various	Negotiated Small Value						8,163,271.00	8,163,271.00		
5	Internal Training Programs	PDIC TI	Negotiated Small Value / Agency-to-Agency /Direct Contracting/Lease of Venue	January to December				COB	5,470,000.00	5,470,000.00		
	External Training Programs								5,140,000.00	5,140,000.00		
	GAD Related External Trainings/Seminars								90,000.00	90,000.00		
	Local Scholarship (DOF-AIM)/Foreign Scholarship (JICE-JDS/IMF/JICA and Others)								1,510,000.00	1,510,000.00		
6	Office Supplies (Commonly-Used Supplies, IT Supplies and Other Office Supplies)	Various	Public Bidding / Negotiated/Procurement Service / Agency-to-Agency / Small Value / Shopping /Direct Contracting	Regular/commonly used office supplies and equipment are to be procured from the Procurement Service (PS) in accordance with LOI No. 755, EO 359 s 1989 and AO No 17 dtd. July 28, 2011. Items not available in the PS are to be procured by PPD and the concerned procuring unit as authorized by the BAC. Accountable forms are to be procured from the recognized government printers pursuant to Sec 53.5 of the IRR of RA 9184 and GPPB Resolution No. 05-2010 dated October 29, 2010				COB	12,286,312.00	12,286,312.00		covered in the APP-CSE
7	Other Supplies and Materials (Accountable Forms, Drugs and Medicines, Food Supplies, Gasoline, Oil and Lubricants and Medical Supplies)	TG, HRG, ASG, IG							3,467,298.00	3,467,298.00		
8	Utilities (electricity and water)	ASG	Direct Contracting	Existing contracts are renewed in accordance with the Guidelines on Procurement of Water, Electricity, Telecommunications and Internet Service Providers per GPPB Res. No. 019-2006 dated December 6, 2006.				COB	52,956,820.00	52,956,820.00		
9	Communication (Postage and Expressage, Landline and Mobile Telephone, Internet)	Various	Public Bidding / Direct Contracting / Negotiated Small Value/Agency-to-Agency)						10,844,142.00	10,844,142.00		
11	Advertising (Newspaper Publication, Ad Placement) and Radio Infomercial)	Various	Negotiated Small Value	Procurement to be undertaken by CCD and the concerned procuring unit as authorized by the BAC				COB	61,315,095.00	61,315,095.00		
12	Printing and Binding											
	Public Awareness Campaign Related Publication / Financial Literacy Brochures	CAG	Public Bidding / Negotiated Small Value	Timelines shall be determined upon submission of project proposal by the procuring unit to the BAC				COB	7,500,000.00	7,500,000.00		

Code (PAP)/ COB Schedule	Procurement Program /Project	PMO / End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Annual Report	CAG-	Public Bidding	2nd quarter				COB	1,350,000.00	1,350,000.00		
	Posters on Wise Savings and Responsible Banking	CAG	Public Bidding / Negotiated Small Value	January - December				COB	1,000,000.00	1,000,000.00		
	Customer Survey Feedback Form	IG	Negotiated Small Value	January - December				COB	300,000.00	300,000.00		
	Special Publication	CAG	Negotiated Small Value	January - December				COB	200,000.00	200,000.00		
	Intercom	CAG	Negotiated Small Value	quarterly				COB	160,000.00	160,000.00		
	Claim Form and Other Claims Related	CLG	Negotiated Small Value	January - December				COB	99,200.00	99,200.00		
	Tarpaulin	IG / CAG / AMDG	Negotiated Small Value	January - December				COB	420,200.00	420,200.00		
	Flyers for Housing Fair	AMDG	Negotiated Small Value	January - December				COB	25,000.00	25,000.00		
	Bookbinding of Library Books	LAS	Negotiated Small Value	as needed				COB	5,000.00	5,000.00		
13	RENT											
	Ayala Office (3/F - 10/F), parking and ATM space	ASG	Agency-to-Agency Agreement	Procurement through Agency-to-Agency Agreement based on Sec 53.5 of the IRR of RA 9184				COB	99,945,220.00	99,945,220.00		
	Photocopying Machines	ASG	Public Bidding	existing contract commenced on March 1, 2015 until February 28, 2018 (multi-year contract)				COB	2,127,820.00	2,127,820.00		
	Taguig Warehouse	ASG	Negotiated - Lease of Property	3rd quarter, existing contract will expire on September 30, 2016				COB	1,272,497.00	1,272,497.00		
	Additional Warehouse			January - December				COB	1,440,000.00	1,440,000.00		
	Ornamental Plants	ASG	Negotiated Small Value	4th quarter				COB	180,000.00	180,000.00		
	IT Equipment	ITG	Negotiated Small Value	1st, 2nd & 3rd quarter				COB	200,000.00	200,000.00		
	Space Rental	Various	Negotiated - Lease of Property	January - December				COB	226,000.00	226,000.00		
	Rental of chairs, tables and tents	Various	Negotiated Small Value	January - December				COB	365,000.00	365,000.00		
	Generator Set	ASG	Negotiated Small Value	January - December				COB	105,000.00	105,000.00		
	Sound System	Various	Negotiated Small Value	January - December				COB	104,000.00	104,000.00		

Code (PAP)/ COB Schedule	Procurement Program /Project	PMO / End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Safety Deposit Box	ID	Agency-to-Agency Agreement	continuing lease				COB	6,000.00	6,000.00		
14	Subscription (Newspapers, Technical/Business Magazines, Other Reading Materials, Cable TV)	Various	Small Value / Direct Contracting	January - December				COB	897,793.00	897,793.00		
	Disaster Recovery Site	ITG	Public Bidding	4th quarter, existing contract with TIMC will expire in 2016				COB	2,896,800.00	2,896,800.00		
	Bloomberg Professional Service	TG	Direct Contracting	2nd quarter				COB	1,610,000.00	1,610,000.00		
	Tri-media News Monitoring Service	CAG	Public Bidding / Negotiated	1st quarter				COB	600,000.00	600,000.00		
15	Professional Services - Legal Services	LAS / LUG	Public Bidding / Direct Contracting / Negotiated	Timelines shall be determined upon submission of project proposal by the procuring unit to the BAC				COB	1,900,000.00	1,900,000.00		
	Professional Services - Consultancy											
	Competency Assessment of incumbents and Identification (PDIC's Current State Assessment; Phase II of Competency-Based Human Resource System - Competency Profiling, Competency Baseline Assessment & Competency Based Job Descriptions), Development of Competency-Based Recruitment System and Succession Planning Program)	HRG	Public Bidding / Negotiated	1st quarter				COB	5,000,000.00	5,000,000.00		
	Financial Literacy Project	CAG	Public Bidding	January - December				COB	1,200,000.00	1,200,000.00		
	PDIC's Service Quality Feedback Survey	CAG	Public Bidding	January - December				COB	1,200,000.00	1,200,000.00		
	Forensic Consultant - Firm	LUG	Negotiated	January - December				COB	9,000,000.00	9,000,000.00		
	ISO Certification for ITG Processes	ITG	Public Bidding	1st quarter				COB	2,500,000.00	2,500,000.00		
	Certifying Body (Third Surveillance Audit for CSO Certification Project)	CPG / PSD	Negotiated Small Value	January - December				COB	175,000.00	175,000.00		
	Cashiering Certification Project	CPG / PSD	Negotiated Small Value	January - December				COB	500,000.00	500,000.00		
	General Services											
	Garbage Hauling (MA/CEA) (Ayala and Chino Roces Building)	ASG	Negotiated Small Value	January - March				COB	804,960.00	804,960.00		
	Elevator Maintenance	ASG	Direct Contracting	3rd quarter, existing contract will expire on September 30, 2016				COB	201,000.00	201,000.00		
	Pest Control Services	ASG	Negotiated Small Value	2nd quarter				COB	194,323.00	194,323.00		

Code (PAP)/ COB Schedule	Procurement Program /Project	PMO / End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (P1P)			Remarks (brief description of Program/Project)
				Ads/Post of IB/RE	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Annual Inspection of Professional Mechanical Engineer	ASG	Negotiated Small Value		3rd quarter			COB	40,000.00	40,000.00		
	Annual Inspection of Professional Electrical Engineer	ASG	Negotiated Small Value		3rd quarter			COB	40,000.00	40,000.00		
	Janitorial Services (Chino Roces, Ayala and Taguig Warehouse)	ASG	Public bidding		Multyear (3 years) contract procured in October 2015			COB	15,750,000.00	15,750,000.00		
	Security Services (Chino Roces, Ayala, Taguig Warehouse, Closed Bank Premises and Security Escort for Hearings)	ASG	Public bidding		Multyear (3 years) contract procured in August 2015			COB	19,014,929.00	19,014,929.00		
	Auditing Services		Agency-to-Agency / Negotiated Small Value		January - December			COB	6,212,041.00	6,212,041.00		
	Other Professional Services - Contractual Personnel (Salaries and Compensation)	HRG	Public Bidding		Manpower Services procured in September 2015 (one year contract)			COB	60,510,900.00	60,510,900.00		
	Other Professional Services - Local Travel Expenses	Various	Public Bidding		January - December			COB	12,503,347.00	12,503,347.00		
17	Repairs and Maintenance				January - December as needed							
	Office Building (Ayala and Pasong Tamo Offices and Water Potability test)	ASG	Public Bidding / Small Value		January - December			COB	1,658,640.00	1,658,640.00		
	Motor Vehicles and participation fee	ASG	Public Bidding/Direct Contracting/ Negotiated		January - December			COB	1,179,022.00	1,179,022.00		
	Office Equipment	Various	Procurement Service/ Public Bidding/ Small Value/ Shopping		January - December			COB	19,347.00	19,347.00		
	Furniture and Fixtures (Reupholstery works)	Various	Small Value Procurement		January - December			COB	466,479.00	466,479.00		
	Other Machines and Equipment (genset and repair of various equipment)	Various	Public Bidding/ Small Value / Shopping		January - December			COB	1,058,912.00	1,058,912.00		
	Communication Equipment (PBX regular maintenance)	Various	Small Value / Direct Contracting		March, July and November			COB	157,500.00	157,500.00		

Code (PAP) / COB Schedule	Procurement Program / Project	PMO / End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	IT Equipment and Software - IT Systems and Software Maintenance											
	Antivirus and Antispam	ITG	Public Bidding / Negotiated Small Value		January			COB	642,654.00	642,654.00		
	Checkpoint Firewall	ITG	Public Bidding		September			COB	871,000.00	871,000.00		
	EFAR System	ITG	Public Bidding		March			COE	876,600.00	876,600.00		
	Helpdesk	ITG	Negotiated Small Value		March			COB	275,000.00	275,000.00		
	Integrated Financial System (SAP)	ITG	Public Bidding		March			COB	3,000,000.00	3,000,000.00		
	Loans Monitoring System	ITG	Public Bidding		December			COB	2,134,000.00	2,134,000.00		
	Lotus Domino and Notes	ITG	Public Bidding		March			COB	2,260,800.00	2,260,800.00		
	Progress Software	ITG	Direct Contracting		January and September			COB	166,000.00	166,000.00		
	ROPA System Maintenance	ITG	Public Bidding		June			COB	4,000,000.00	4,000,000.00		
	Network Monitoring System	ITG	Small Value Procurement		January			COB	247,500.00	247,500.00		
	VMware Maintenance	ITG	Public Bidding		March			COB	1,870,000.00	1,870,000.00		
	Integrated Procurement	ITG	Public Bidding		December			COB	3,080,000.00	3,080,000.00		
	IT Equipment											
	Comprehensive Maintenance for Power Data Center UPS	ITG	Small Value Procurement		February			COB	137,500.00	137,500.00		
	Preventive Maintenance for IT Equipment	ITG	Public Bidding/Small Value Procurement		March, July and November			COB	550,000.00	550,000.00		
	Replacement of Parts and Labor	ITG	Public Bidding/Small Value Procurement		March, July and November			COB	2,893,000.00	2,893,000.00		
18	Extraordinary Expenses Necessary to Protect the Integrity of the Corporation / Carry Out the Mandate or Enhance the Image of the Corporation / Establish Professional Networks with Other Organization and Personalities	Various	Public Bidding/Small Value/Negotiated/ Direct Contracting /Shopping		January - December			COB	7,594,901.00	7,594,901.00		

Code (PAP) / COB Schedule	Procurement Program /Project	PMO / End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
				Ads/Post of IB/RE	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Extraordinary Expenses for Internal Meetings / Consultations (Committee meetings, Board meetings, Corporate Planning and Other Internal Meetings)	Various	Public Bidding/Small Value/Negotiated/ Direct Contracting /Shopping	January - December				COB	4,558,775.00	4,558,775.00		
	Extraordinary Expenses for Special Events / Activities (PDIC hosting of the APRC and other Meetings, venue and banquet services, engagement of event organizer, anniversary, Christmas & PRAISE Awards and other related procurement)	Various	Public Bidding/Small Value/Negotiated/ Direct Contracting /Shopping	January - December				COB	6,751,500.00	6,751,500.00		
	Extraordinary Expenses for Athletic / Cultural / Community Outreach Activities											
	Corporate Social Responsibility	CAG	Public Bidding / Small Value / Negotiated / Shopping / Direct Contracting	January - December				COB	2,000,000.00	2,000,000.00		
	Employee Wellness	CSS		2nd quarter				COB	2,000,000.00	2,000,000.00		
	Extraordinary Expenses for Bereavement as Expression of Sympathy	Various	Small Value Procurement / Shopping	January - December				COB	360,000.00	360,000.00		
19	Insurance (Property / Floater / Fire / Comprehensive Insurance for Vehicles / Group Personal Accident Insurance / Money, Securities & Payroll Robbery Policy Insurance / Comprehensive General Liability Insurance / Fidelity Bond Premium)	Various	Agency-to-Agency	January - December				COB	4,679,744.00	4,679,744.00		
22	Asset Administration Expenses (Extra-judicial/Judicial foreclosure expenses, Premiums for Injunction bond, Fire Insurance, Securing (certified true copies, Photocopying Fee and Related Expenses, Security Services, Engagement of Appraisers, External Marketing Agents, Caretaker and Utility and General Expenses)	UMG / AMDG / ASG	Public Bidding / Small Value / Negotiated / Direct Contracting / Shopping	January - December				COB	29,310,051.00	29,310,051.00		
24	Other Financial Expenses (Trustee Fees & Cost of PPMO)	TG	Public Bidding/Negotiated Agency-to-Agency/Small Value	January - December				COB	12,546,901.00	12,546,901.00		
25	Miscellaneous Expenses (Photocopying, Out-of-Pocket Expenses on Field Operations and Vehicle Smoke Emission Test)	Various	Small Value Procurement / Shopping	January - December				COB	114,450.00	114,450.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
28	Capital Expenditures - Motor Vehicles (replacement and disposal of corporate vehicles aged 7 years)	ASG	Public Bidding		January - December			COB	13,600,000.00		13,600,000.00	
29	Capital Expenditures - Furniture and Fixtures	Various	Negotiated Small Value / Shopping		January - December			COB	27,458,260.00		27,458,260.00	
30	Capital Expenditures - Office Equipment	Various	Negotiated Small Value / Shopping		January - December			COB	320,993.00		320,993.00	
31	Capital Expenditures - Other Machines and Equipment	Various	Public Bidding / Negotiated Small Value / Shopping		January - December			COB	1,156,822.00		1,156,822.00	
32	Capital Expenditures - Communication Equipment (IP Telephones, Multimedia Projectors, Analog Telephones, Television sets, microphones)	Various	Public Bidding / Negotiated Small Value / Shopping		January, April, July, and October			COB	1,780,330.00		1,780,330.00	
33	Capital Expenditures - IT Equipment											
	Desktop Computers	ITG	Public Bidding		March, June, September and December			COB	847,875.00		847,875.00	
	Notebook/mobile Computers	ITG	Public Bidding		March, June, September and December			COB	3,695,937.00		3,695,937.00	
	Printers	ITG	Public Bidding		March, June, September and December			COB	1,101,000.00		1,101,000.00	
	PC Monitors	ITG	Small Value		March, June, September and December			COB	357,000.00		357,000.00	
	External Hard Disk Drive	ITG	Small Value		March, June, September and December			COB	52,800.00		52,800.00	
34	Capital Expenditures - Intangible Assets (Software System and Licenses)											
	Upgrade of BI Tool	ITG	Public Bidding		January - December			COB	6,800,000.00		6,800,000.00	
	Budget System	ITG	Public Bidding		January - December			COB	18,000,000.00		18,000,000.00	
	Legal Cases Monitoring System	ITG	Public Bidding		January - December			COB	10,000,000.00		10,000,000.00	
	Audit Monitoring System	ITG	Public Bidding		3rd quarter			COB	4,000,000.00		4,000,000.00	

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				Advs/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Procurement System	ITG	Public Bidding	January - December	January - December			COB	11,200,000.00		11,200,000.00	
	RL Financial System	ITG	Public Bidding	January - December	January - December			COB	15,000,000.00		15,000,000.00	
	Customer Handling System	ITG	Public Bidding	January - December	January - December			COB	10,000,000.00		10,000,000.00	
	Financial Assistance System	ITG	Public Bidding	January - December	January - December			COB	5,000,000.00		5,000,000.00	
	Records Management System	ITG	Public Bidding	January - December	January - December			COB	12,430,000.00		12,430,000.00	
	License for Business IP	ITG	Public Bidding	January - December	January - December			COB	537,600.00		537,600.00	
	ACL Software	ITG	Public Bidding	January - December	January - December			COB	524,000.00		524,000.00	
	TOTAL								688,371,502.00	544,508,885.00	143,862,617.00	

Prepared by:

RICARDO D. ANTONIO
CEO II, BAC Secretariat

Checked by:

NINA NOREEN A. JACINTO
Vice President, ASG and
Officer-in-Charge, PPD

Recommended by:

ALMA TERESA R. MALANOG
Senior Vice President, CSS and
Chairperson, Bids and Awards Committee

Approved by:

CRISTINA G. ORBETA
President

Note: Final determination of procurement mode is upon submission of the project to the BAC for deliberation